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Chief, Management Staff

2 August 1956

25X1A9

Chief, OM Staff (DD/P Area)

Area Weekly Report for Period 25 July Through 1 August 1956

1. Accomplishments

a. T/O's Processed

	Examiner	Control Number	Org. Element	No. Positions		
25X1A9A		(1) MS-918	WE	2		
		(2) MS-933	FE	2		
25X1A9A		(3) MS-914	RI	3		
	b. Other					
	Examiner				(1A2	
25X1A9A			on 15 Business Ana regard to career se		•	
25X1A9A		One Diebold Super Elevator File has been installed in Numbering Section, RI and 2 adjustable stools have been installed in the RI 25X as recommended by the Management Staff DD/P Area.				
2. Current Assignments						
	Examiner	Proje	ect or Control Numb	er		
25X1A9A		(1) MS 6-44, Adm	ministrative Burden	at Small Stations		
		(2) MS 6-32, Fol Project	llow-up on National	Agency Name Check		
		(3) MS-888, OC,	Supplemental Progr	mame Division T/O,	25X9A	
25X1A9A	,	(4) MS 6-42, CS Analysis and	Information Report d Procedures	s Distribution	2	

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Examiner			Project or Control Number	
		(5)	ES-1854, Cover Improvements for Staff Employees and Staff Agents Terminal Processing	
25X1A9A		(6)	MS-923, DD/I-FE, Establishment of Positions	25X1A6
		(7)	MS-926, FE, Transfer of Headquarters Position from V to UV	A 25X1A8
25X1A8A		(8)	MS-932, EE, Establishment of Positions	A
		(9)	MS-934, TSS, Realignment of FE T/O, Positions	25X9A
25X1A9A		(10)	MS 5-38, T/O System Analysis, Manpower Control	2
		(11)	MS 6-30, DD/P Forms Program	
		(12)	MS 6-34, DD/P Reports Management Program	n
		(13)	MS 6-46, DD/P Business Machines Facilities	

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